

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **November 16, 2023** meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the Board Agenda & Attachments

Our Mission: Provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat

Our Vision: Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives

REPORTS/UPDATES

- [2022-23 Audit Report](#) - Jeff Walker and Jim Barcheski presented the 2022-23 Board Audit Report. Mr. Walker provided an overview of the scope of work and the financial highlights. Please refer to page 5 of the report. Mr. Barcheski reviewed the required communications and upcoming accounting pronouncements. The CAIU received a clean audit opinion.
- **Recognition of Departing Board Members** - The CAIU Board of Directors recognized and thanked the following Board Members for their dedicated service and commitment to the students, staff, and region:
 - **Jean Rice**, West Perry S.D. - has served the Capital Area Intermediate Unit as a director since July 2005 and as President since July 2009
 - **Judy Crocenzi**, West Shore S.D. - has served the Capital Area Intermediate Unit as a director since July 2016 and as Vice-President since July 2017
 - **Barbara Geistwhite**, Cumberland Valley S.D. - has served the Capital Area Intermediate Unit as a director since January 2013
 - **Dennis Helm**, East Pennsboro S.D. - has served the Capital Area Intermediate Unit as a director since December 2017
 - **Lindsay Koch**, Derry Township S.D. - has served the Capital Area Intermediate Unit as a director since January 2023
 - **William Swanson**, Big Spring S.D. - has served the Capital Area Intermediate Unit as a director since February 2019
 - **Ford Thompson**, Central Dauphin S.D. - has served the Capital Area Intermediate Unit as a director since November 2015
- **CAIU Team Reports/Updates:**
 - **Dr. Andrew McCrea, Director of Student Services**, expressed his gratitude for the Board's support over the years and wished all of the departing Board Members the best. Dr. McCrea highlighted the Neurodiversity article, written by CAIU Program Supervisor, Irene Reedy, in this month's *All In*. The article discusses how our understanding of human cognition, behaviors and learning has expanded and so has our recognition of the diverse ways that our brains function. This has resulted in a neurodiversity movement acknowledging and celebrating the differences within each individual. The neurodiversity movement, particularly in educational settings, is reshaping how schools approach teaching and student support. Dr. McCrea also reported that his team has

been working closely with Jeremy Freeland, Supervisor of Safety & Security, on creating safety plans and addressing any potential safety and security issues. In addition, he has started working on the budget and planning for next year.

- **Blake Wise, Human Resources Manager**, expressed appreciation for the Board's attentiveness and support. He reported that CAIU has fully transitioned to the Paycom system for recruiting. All open job postings have been transferred to Paycom. The transition has been successful as we have received 10 applications in the last three days. We have continued our efforts to connect with students in our region with the hopes that education is seen as a profession of choice and educating them about what the CAIU is and does. This week his team is attending the Cumberland Valley SD Career Day.
- **Maria Hoover, Director of Educational Services**, expressed her appreciation of our Board for their thoughtful questions and attentiveness; departing members will be missed. She reported on the Structure Literacy - MTSS framework and math sessions are booked out for months. Dr. Pam Kastner presentation on Structured Literacy at the recent CAC Conference was very well received. Please see the information in the agenda on [two upcoming conferences](#): **Coach & Mentor Collaborative Regional Conference** - goal is to build coaches' skills in professional development for working in coaching or group professional development activities; **PA Creativity Conference** – an interactive workshop style conference that will help cultivate creativity in the classrooms. Maria also reported that the new Special Projects Supervisor will be starting soon and will lead work on the Phoenix Contact grant which creates off the shelf curriculum for school districts. She will be aligning the SAC Learning Series work with the CAC group to build capacity.
- **Dave Martin, Director of Technology Services**, thanked the Board Members for their support over the years. He reported that last week Mark Walz presented a legal update on Artificial Intelligence (i.e. ChatGPT) - how it can be used and what is allowed, to the TAC group. This will be an ongoing discussion. Dave was at State College last week presenting on Cyber Security. We are leading discussions to help other IUs and school districts across the state. There have been some discussions about proposing cyber security provisions in Erate. There have been some recent issues with AgendaManager. We are working towards a redundant cloud which would resolve issues live – automatic switch over.
- **Daren Moran, Director of Business**, expressed his appreciation of the Board's active engagement over the years and often going over and beyond the regular board meetings with committee work. Daren reported that he recently attended the PAIU Business Managers Conference. CAIU is leading the way on a few state wide projects/systems with PAIU members. Many are reaching out to us for more info about Informed K12 and Paycom. Yesterday, the local business managers held their monthly meeting. Now that we've wrapped up the audit, the business office will move into budget prep season.
- **Rennie Gibson, Board Secretary**, expressed her gratitude and respect for our departing Board Members. It has been wonderful to work with and to get to know them over the years.
- **David Walker, Solicitor**, shared a sentiment of heartfelt gratitude from him and his team. It has been a pleasure working with the Board; you will be missed.
- **Dr. Kevin Roberts, Assistant Executive Director**, thanked the departing Board Members for their servant leadership; it has been an honor and privilege. The decisions you've made and your support has been impactful. Dr. Roberts shared his excitement about this year's SAC Leadership Series which provides monthly professional development for our superintendents and several opportunities for the group to learn

from other successful companies. The group recently visited the Doubletree Hilton, Reading, for their Fall Leadership Conference. It was a very impactful experience. In the spring, the group will visit the US Naval Academy. The superintendents have shared very positive feedback. Internally, we have been spending a lot of time with our Leadership team conducting a capacity audit to objectively evaluate our core business. Please see the [Thought Exchange survey](#) link on page 8 of the *All In*. We would like to gather feedback **from all that we serve about one change that could be made to make the CAIU better**. You are encouraged to take the survey and to share with others in your district. Dr. Roberts has had the opportunity to learn more about the CAIU over the last couple months by conducting stay interviews with some of our star employees. He has gathered valuable feedback about how we can better support our staff. **Dr. Andria Saia, Executive Director**, expressed her gratitude for our incredible Board Members. She shared some highlights from the *All In!* newsletter and Executive Director's report: This month's cover was taken from the CAIU Fall Fest event held on October 28. It was a great day filled with lots of fun activities and resources for families and the community. Page 4 highlights the successful Dolly Parton Imagination Library Kickoff event that was held this month. The PA Needs Teacher Summit was this week. Students from Susquehanna Township school district presented. The goal is to help students get on a pathway to the college early. The cadet program resulted in four new teachers. Dr. Saia has seen an increase in interest from partners wanting to join in the Career Pathways program. The Think Big kick-off event was last week. Dr. Saia is very excited and encouraged about where the CAIU is going and the increased level of community engagement. Her article this month summarizes the CAIU Belonging Committee's work and highlighted the Blueprint for Belonging and Belonging web page that was created.

APPROVED ACTION ITEMS

- **Approval of Minutes – October 26, 2023**
- **Treasurer's Report for October 2023**– a total of \$17,879,877.78 in receipts and \$8,492,111.44 in expenses.
- **Payment of Bills – October 2023**
- **Summary of Operations for October 2023** showing revenues of \$38,714,968.81 and \$29,748,720.39 in expenses.
- **Other Business Items**
 - Contracts - November 2023
 - Acceptance of Board Member's Resignations
 - **Jean Rice**, West Perry S.D., effective 12/4/23 due to school district board term expires.
 - **Barbara Geistwhite**, Cumberland Valley S.D., effective 12/4/23 due to school district board term expires.
 - **Dennis Helm**, East Pennsboro S.D., effective 12/7/23 due to school district board term expires.
 - **William Swanson**, Big Spring S.D., effective 12/4/23 due to school district board term expires.
 - **Judy Crocenzi**, West Shore S.D., effective 12/7/23 due to school district board term expires.
 - **Dr. Lindsay Koch**, Derry Township S.D., effective 12/4/23 due to school district board term expires.
 - **Ford Thompson**, Central Dauphin S.D., effective 12/4/23 due to school district board term expires.

- Acceptance of resignation as Board President from the CAIU Board of Directors – **Jean Rice**, West Perry S.D., effective 11/17/23.
- Election of Melanie Gurgiolo as New Board President to fill unexpired term beginning November 17, 2023 – June 30, 2024
- Acceptance of resignation as Board Vice President from the CAIU Board of Directors – **Judith Crocenzi**, West Shore S.D., effective 11/17/23.
- Election of John Kaschak as New Board Vice President to fill unexpired term of November 17, 2023 – June 30, 2024
- **Policies & Programs**
 - Second Reading, Revised Policy #330 – Overtime
 - First Reading, New Policy #719 - Facility & Therapy Dogs in CAIU Programs
- **Job Descriptions**
 - First Reading, New Job Description - Oasis Support Specialist
- **Personnel Items**
 - See attached Personnel report

EXECUTIVE DIRECTOR'S REPORT

- Click [HERE](#) for the *All In Executive Director's Report*.

PRESIDENT'S REPORT

- Jean Rice thanked the Board for their attendance.

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, December 14, 2023 8:00 a.m., Board Room, CAIU Enola Office.**

2023-2024 Capital Area Intermediate Unit Board Meeting Dates

Regular meetings are held in person in the Board Room of our Enola Office Center, 55 Miller Street, Enola, PA, 17025 and posted on our website, at www.caiu.org.

Time of Meetings: 8:00 a.m.

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|---------------------|---|
| ○ December 14, 2023 | ○ April 25, 2024 |
| ○ January 25, 2024 | ○ May 23, 2024 |
| ○ February 22, 2024 | ○ June 27, 2024 <i>Reorganization Meeting</i> |
| ○ March 21, 2024 | |

November 16, 2023 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **CINDY ALANDAR**, Educational Paraprofessional, Early Intervention Program, effective November 16, 2023. Reason: Personal.
- **MADYSON BURKEY**, Educational Paraprofessional, Emotional Support Program, effective November 3, 2023. Reason: Personal.
- **PATTI GERHART**, Cafeteria Worker, Student Services Team, effective December 15, 2023. Reason: Personal.

- **JULIE HARMAN**, Educational Consultant, Student Services Team, effective January 4, 2024. Reason: Retirement after more than 20 years of continuous CAIU service.
- **LISA MCCARTY**, Service Coordinator, Early Intervention Program, effective January 4, 2024. Reason: Retirement after 28 years of continuous CAIU service.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **SHAYLA BLOES**, Professional, effective date to be determined. Assignment: Service Coordinator, Early Intervention Program with base salary of Masters, Step 14, \$74,793 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the MAWA budget.
- **RICHARD DAVIS, JR.**, Paraeducator, effective date to be determined. Assignment: Job Coach, Project SEARCH Program with base salary of HS+48, \$28,025 + \$2,950 annual stipend for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a replacement position funded through the Project SEARCH budget.
- **DAYNA FESSLER**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+48, \$28,025 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **HYLISE FLEMISTER**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, \$25,840 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a new position funded through the Autism budget.
- **ROCCO MATRICCINO**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+48, \$28,025 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **KRIS MAXWELL**, part-time Cafeteria Worker, Student Services Team, effective December 15, 2023. Employee will be paid at the rate of \$14.49 per hour. This is a replacement position funded through the Food Services budget.
- **TRACY VERES**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Partial Hospital Program with base salary of HS, \$25,840 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a new position funded through the Partial Hospital budget.
- **ASHLEY WAGNER**, Program Assistant, CAOLA Program, effective November 28, 2023. Base salary of \$42,940 for 260 days of service will be prorated based on the number of days worked through June 30, 2024. This is a replacement position funded through the CAOLA budget. Experience: 4 years of similar or related experience.

CHANGES OF STATUS:

- **SARA FIGUEROA**, Intern, from active to inactive status due to personal reasons and failure to complete all new hire requirements effective November 1, 2023.
- **JOHN HENDRICKSON**, from Program Assistant, Technology Team to Online Learning Account Manager, Educational Services Team, effective November 28, 2023. Change of status results in a change of salary to \$55,760 for 260 days of service and will be prorated for a total of 154 days through June 30, 2024.